



County of Los Angeles  
**CHIEF ADMINISTRATIVE OFFICE**

713 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012  
(213) 974-1101  
<http://cao.co.la.ca.us>

DAVID E. JANSSEN  
Chief Administrative Officer

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Second District

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Third District

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Fourth District

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Fifth District

April 18, 2006

To: Mayor Michael D. Antonovich  
Supervisor Gloria Molina  
Supervisor Yvonne Brathwaite Burke  
Supervisor Zev Yaroslavsky  
Supervisor Don Knabe

From: David E. Janssen  
Chief Administrative Officer

**SHERIFF'S DEPARTMENT IDENTIFICATION CARDS - SECOND STATUS REPORT**

This status report is to update you on progress this office has made with respect to the Sheriff's Department and their policies and practices relative to the issuance of identification cards.

Submitted to you are four separate fact sheets that will address a number of questions that have arisen since our last report of April 6, 2006, as follows:

- Fact Sheet #1 – Homeland Security Support Unit
- Fact Sheet #2 – Homeland Security Advisory Council
- Fact Sheet #3 – Advisory Councils – Sheriff's Department
- Fact Sheet #4 – Internal Affairs Investigation

If you have any questions regarding this issue, please contact my office, or Lieutenant Steven Miller, Office of Security Management, at (213) 893-2069.

DEJ:SRH  
SAM:sam

**Attachments**

c: Executive Officer, Board of Supervisors  
County Counsel  
Sheriff's Department

## HOMELAND SECURITY SUPPORT UNIT

- The purpose of this group is to provide insight into the middle-eastern community, provide language skills, and interpret documents amongst other aspects that would affect the community and relationships with law enforcement.
- Ostensibly, they also exist for some of the same purposes as other Advisory Councils, to raise monies to benefit the community, purchase equipment, grant scholarships, etc.
- Nothing has been discovered to this point in time to indicate that badges were given to any members of this group, either by the Sheriff's Department or by the central figure in this matter.
- Inquiries are being made with the Riverside County Sheriff's Department and the San Bernardino County District Attorney's Office with respect to their involvement with the central figure in this matter. As of this writing (4-17-06) neither agency has formally responded to our request to discuss the matter.
- Inquiries are also being made of two southland badge making companies to address whether or not;
  - 1) Either of the above agencies or the LASD had ordered badges to be made for the central figure in this matter, or
  - 2) The central figure in this matter had approached either of the two badge companies and had requested on his own that law enforcement type badges be created for him outside of any contractual agreements that they may have had with any governmental agencies.
- As of 04-14-06, inquiry and review of records and files at the Sheriff's Department Reserve Forces Bureau reveals that there are:

81 potential members of the Homeland Security Support Unit.

65 files, similar to personnel files, are known by this office to exist.

16 files were not located at the time of physical review.
- The files that were reviewed contained all appropriate documentation. Background materials, criminal history checks, photographs, application, were all located within the files.
- Ten of the 81 names identified were not located within an internal database. It is unknown as to what their exact status may be. That information should become known as

a result of the Internal Affairs investigation.

- Those numbers, relative to identification cards (as of 04-14-06) break down as follows;  
  
29 members were not issued identification cards.  
  
5 members are out of the country at this time.  
  
47 cards have been confiscated.
- These numbers continue to have the potential to change and should not be considered as final pending further investigation by the Sheriff's Department.
- The central figure in this case printed or created the identification cards. Members of the HSSU were to see the central figure to obtain an identification card from him.
- It is not known exactly how the cards were created. The cards are laminated.
- As the signature on each card appears identical, it is possible that a stamp may have been used. It is unknown if such a stamp, if used, was legitimate or was a forgery.
- The cards may have been used to establish some sort of legitimacy or higher status amongst members of the group. It is not known why the central figure in this matter was able to by-pass the established and authorized internal processes for the issuance of identification cards.
- Further investigation conducted by the Sheriff's Department will provide more answers.
- The central figure in this matter was contacted on 04-14-06. He indicated that he was unavailable to speak at the time of the contact and that he would contact this office.

## **HOMELAND SECURITY ADVISORY COUNCIL**

- This group is a Public/Private partnership of business, academic, communications, entertainment and governmental individuals.
- Their purpose is to fill regional security and disaster response gaps that neither government nor business can fill alone.
- This group's members are in partnership with both the Los Angeles County Sheriff's Department and the Orange County Sheriff's Department.
- The Group is geographically within Region I of the State Homeland Security Model.
- This Group is affiliated with "Business Executives for National Security" (BENS), a national non-profit, non-partisan organization.
- They meet 2-3 times per year within the two Counties. They have met at the Port of Los Angeles, at Sheriff's Headquarters, and in Orange County.
- This group has been in existence since approximately 2003. They have not been issued identification cards by L.A.S.D. There is no other background process for this group.
- This group is not one of the Sheriff's in-house Advisory Councils in the traditional use of the term "Advisory Council."
- There are no by-laws or policies as the members are bone-fide pillars of the community – business, entertainment, CEO's
- New members to this group can be referred in by the Sheriff or by other members. They would subsequently be interviewed by the executive director of the Los Angeles Chapter for inclusion into the group.
- Their regularly assigned liaison or contact with the Sheriff's Department is the Division Chief or Commander of the Office of Homeland Security Division.

## ADVISORY COUNCILS - SHERIFF'S DEPARTMENT

- There are 23 councils at the present time.
- They act as a liaison between the Department and the community. They partnership with the Department in creating various programs that benefit the community such as raising monies for scholarships and gym equipment.
- Persons interested in becoming members are recommended by current members of these various groups or from other referrals from within the community.
- Potential members complete an application process. This process includes a photograph of the applicant, live-scanning (computer generated finger print system), and a background check (criminal history inquiry).
- With the exception of the Homeland Security Support Unit, potential members are not admitted onto a council until this process is completed.
- If issues arise that preclude an individual from acceptance onto a council, such as a criminal record, then they fail the background and are denied membership.
- Advisory council members are issued identification cards.
- They are issued Policies/Directives that
  - govern their behavior
  - remind them that they are volunteers
  - that they are not to engage in law enforcement actions
  - nor are they to represent themselves as Sworn/Active members of the Department

## **Advisory Councils**

(Handled by Reserve Forces Bureau)

1.	AASAC - Armenian American Sheriff's Advisory Council
2.	BSAC - Bangladesh Sheriff's Advisory Council
3.	LASACCA - Los Angeles Sheriff's Advisory Council of Cambodian American
4.	LACASA - Los Angeles Chinese American Sheriff's Advisory Council
5.	ECAC - Executive Clergy Advisory Council
6.	EASAC - European American Sheriff's Advisory Council
7.	GLBTAC - Gay Lesbian Bisexual Transgender Advisory Council
8.	GSAC - Greek Sheriff's Advisory Council
9.	HAC - Hispanic Advisory Council
10.	HSSU - Homeland Security Support Unit
11.	IASAC - Indo-American Sheriff's Advisory Council
12.	LAIASAC - Los Angeles Iranian American Sheriff's Advisory Council
13.	JASAC - Jewish American Sheriff's Advisory Council
14.	KASC - Korean American Scholarship Council
15.	LACASA - Los Angeles Chinese American Sheriff's Advisory Council
16.	LAKASA - Los Angeles Korean American Sheriff's Advisory Council
17.	LAKASA (Central) - Los Angeles Korean American Sheriff's Advisory Council
18.	LALASA - Los Angeles Lebanese American Sheriff's Advisory Council
19.	MCSAC - Multi Culture Sheriff's Advisory Council
20.	PSAC - Pakistan Sheriff's Advisory Council
21.	PSA - Professional Services Advisory Council
22.	RAC - Russian Advisory Council
23.	SAASAC - South Asian American Sheriff's Advisory Council

as of 03-20-2006

## Advisory Council Directive

### APPLICATION:

Each Advisory Council Member must submit a completed application form and sign an Advisory Council Directive. Both forms shall be returned to Reserve Forces Bureau (RFB) prior to the issuance of an Advisory Council Identification Card. The application process requires an in-depth background investigation consisting of a check of your driving record, arrest history, fingerprint inquiry, and any documented contacts with law enforcement agencies.

### IDENTIFICATION CARDS:

Upon successful completion of the background, Advisory Council Members will be issued an Identification Card that shall be visibly displayed at all times while in/on a Los Angeles County Sheriff's Department facility. The Advisory Council Member shall never state or imply they are an active member of the DEPARTMENT'S SWORN PERSONNEL. All Advisory Council Members identification cards or related business cards shall remain the property of the Los Angeles County Sheriff's Department. The misuse or misrepresentation of this identification of the Advisory Council Member will be grounds for immediate termination and all identification and business cards will be recalled by RFB.

### CONFIDENTIAL INFORMATION:

The official business of the Department is considered confidential. Advisory Council Members may, at times, be privy to such information. The Advisory Council Member shall only discuss or impart such information with authorized Department personnel. Advisory Council Members shall not make use of the Department's computer systems without the written authorization from the Unit Commander of Reserve Forces Bureau or the Unit Commander of a Station/Bureau.

### NOTIFICATIONS:

The RFB Unit Commander, or designate, shall be informed of all issues related but not limited to Advisory Council business meetings, special events or noteworthy incidents.

As an Advisory Council member, if you are detained as a potential suspect or arrested in a criminal matter, you shall make immediate notification to the Commander of Reserve Forces Bureau.

### PUBLIC CONTACT:

Advisory Council Members are representatives of the Los Angeles County Sheriff's Department. As a representative of the Department, you are required to conduct yourself in a professional and business like manner. All contacts by the media regarding Department business shall be directed to the Office of the Sheriff, the RFB Unit Commander, or the Sheriff's Headquarters Bureau Unit Commander.

**ACCEPTANCE/TERMINATION:**

The Advisory Council Program is a voluntary commitment and offers no monetary or any other form of compensation. The members serve, in partnership, with the Los Angeles County Sheriff's Department and may be terminated without the benefits of a hearing or other formality.

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Advisory Council Applicant's Name *(please print)*:

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Advisory Council Applicant's Signature:

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Date:



## **INTERNAL AFFAIRS INVESTIGATION**

- Reserve Forces Bureau is conducting a Unit Level investigation.
- The investigation was opened on 03-13-06 at the direction of the Undersheriff.
- The investigation could take approximately three months to complete. There are many witnesses and potentially involved parties.